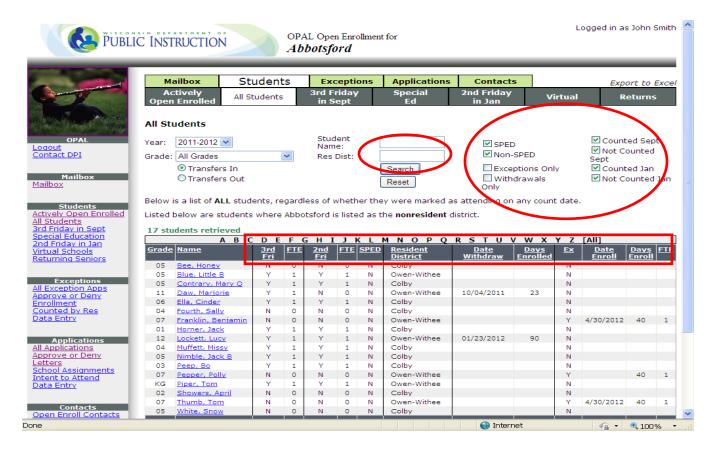
JUNE 2012 OPAL CHANGES

A number of enhancements have been made to OPAL, which we believe will provide more information and functionality. Note: Changes related to handling and tracking exception applications are described in a separate document. Those changes are described below:

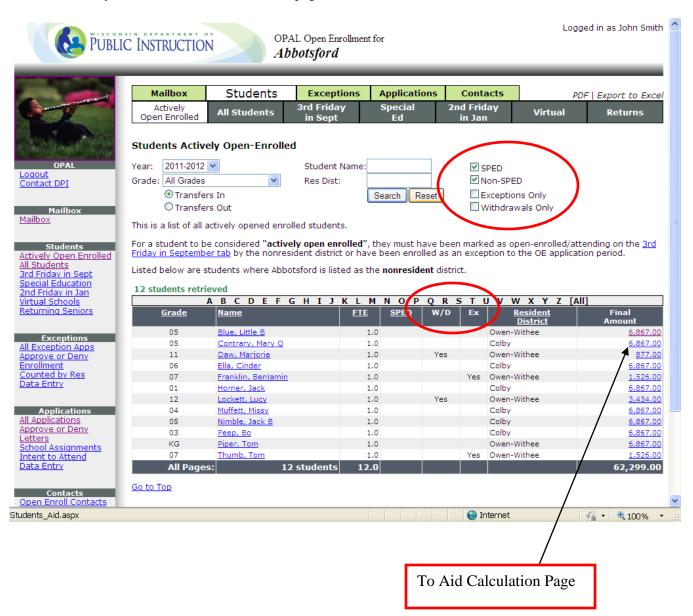
All Students Page

- All Students Tab has been moved from the end of the Student bar to just after the Actively Open Enrolled
 Tab
- New search category for resident/nonresident district.
- New filters have been added:
 - SPED and NON-SPED
 - Exceptions Only
 - o Withdrawals Only
 - o Whether counted or not counted in September and January.
 - o Filters can be combined. For students who withdrew after the 3rd Friday in September, but before the 2nd Friday in January, select Counted September and Not Counted January.
- New columns have been added:
 - o 3rd Friday, Y or N and FTE.
 - o 2nd Friday, Y or N and FTE
 - o Date of withdrawal and days enrolled
 - o Exception, Y or N
 - o Date of Enrollment (for exception students) and FTE
- The following columns have been removed:
 - Gender
 - Date of Birth



Actively Open Enrolled Page

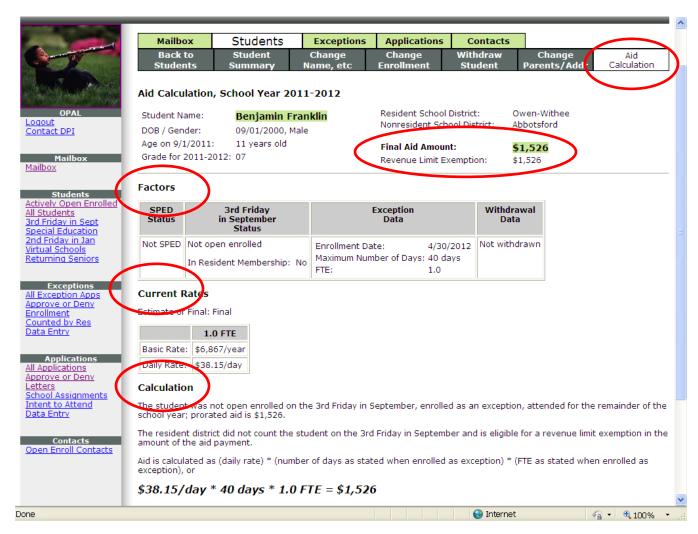
- New filters have been added:
 - SPED and NON-SPED
 - Exceptions Only
 - Withdrawals Only
- Aid Calculation Columns have been removed:
 - o Date of Withdrawal (now on All Students and Aid Calculation page)
 - O Days Enrolled (now on All Students page and Aid Calculation page)
 - Daily Rate (now on Aid Calculation page)



Aid Calculation Page - New

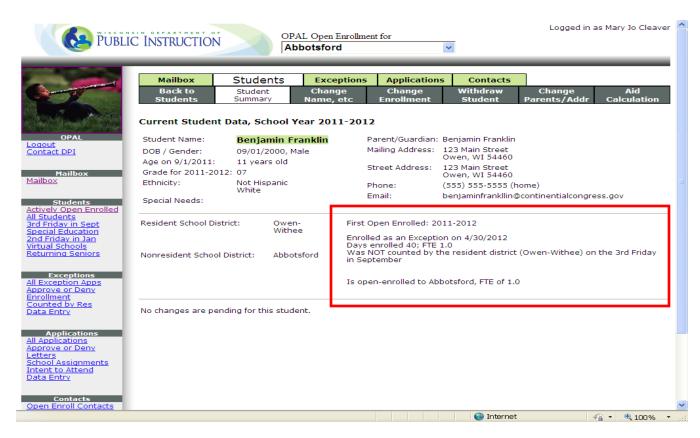
This new page shows the aid factors and calculation for each individual student, including:

- Final aid amount
- Revenue limit exemption (for exception student not counted by the resident district on 3rd Friday)
- Aid factors, including:
 - SPED or NON SPED
 - o 3rd Friday status open enrolled or not open enrolled
 - o In Resident Membership yes or no
 - o Exception date: enrollment date, number of days enrolled as an exception, FTE
 - Withdrawn or not withdrawn
- The current OE basic and daily rate for 1.0 FTE
- The actual aid calculation, as follows:
 - o Full school year calculation = basic aid amount * 3rd Friday in September FTE
 - Withdrawal calculation = Daily rate * # days open enrolled * 3rd Friday in September FTE
 - Exception calculation = Daily rate * # days open enrolled * exception FTE
- There are two ways to access the Aid Calculation page
 - On the Actively Open Enrolled page, click on the aid amount (in the last column)
 - From the Student Summary page, click on Aid Calculation. (To get to the Student Summary page, click on the student's name on either the All Students page or the Actively Open Enrolled page).



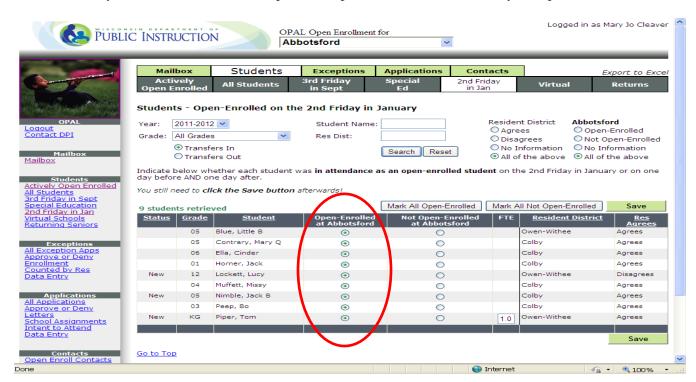
Student Summary Page

- Shows the first year of the student's open enrollment.
- Shows the aid calculation factors.



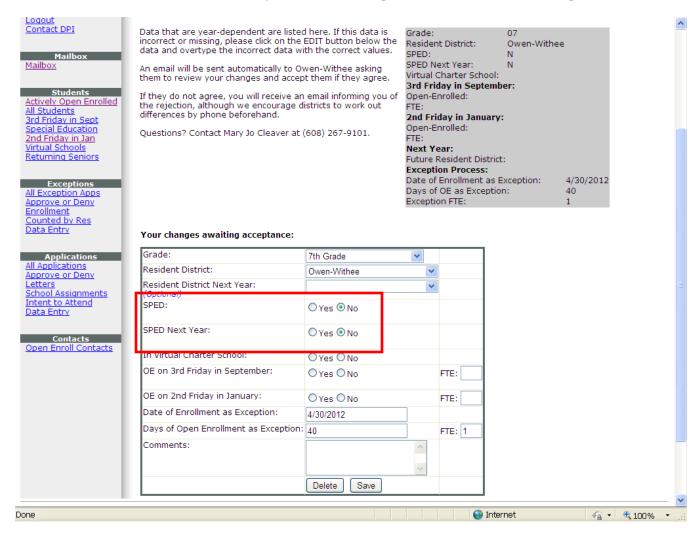
2nd Friday List View

Carries over only those students who were reported as open enrolled on the 3rd Friday in September.



Change Enrollment Page – Special Education

- For open enrollment payment purposes, a student is either SPED or NON-SPED for the entire school year.
- When a student changes from NON-SPED to SPED (or vice versa) during a school year, the student must be reported as either NON-SPED or SPED for the entire school year (referred to as the transition year).
- If there are additional special education costs, it is recommended to report the student as SPED for the transition year.
- If there are no additional special education costs, it is recommended to report the student as NON-SPED for the transition year.
- On the change enrollment page, the district may enter the student's SPED status for the following school year. When OPAL rolls over for that school year, the student's special education status will be updated.



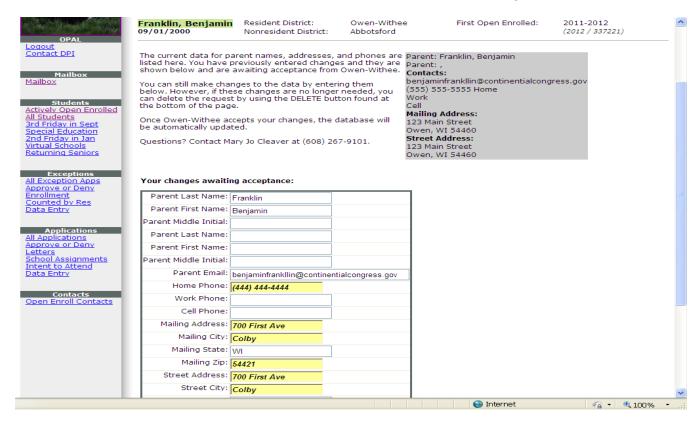
Procedure for Change of Resident District

When a student moves into a new resident district during the school year, and continues open enrollment, the resident district on the third Friday in September is the OE resident district for the entire school year. The "new" resident district becomes the OE district in the following school year.

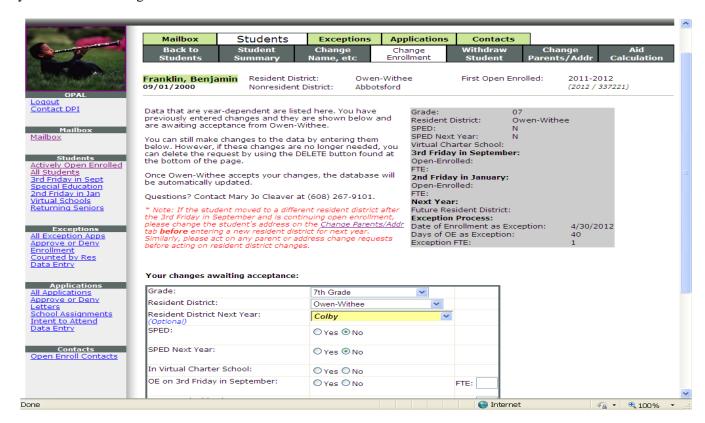
The Change Enrollment tab in OPAL allows a district (nonresident or "old" resident) to enter the name of the "new" resident school district for the following school year. Once the other district has approved the change, an email is sent to the "new" resident district notifying them of the change.

We have improved the email so that it includes much more information about the student for the "new" resident district, including the student's new address. For this to work, changes need to be made in the following order:

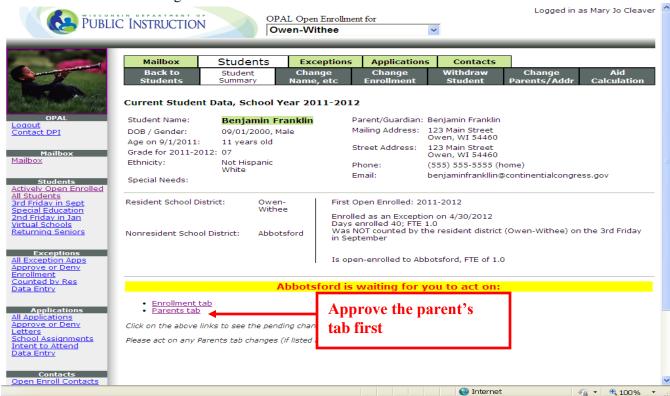
1. Nonresident or "old" resident district enters the student's new address in the Change Parents/Addr tab.



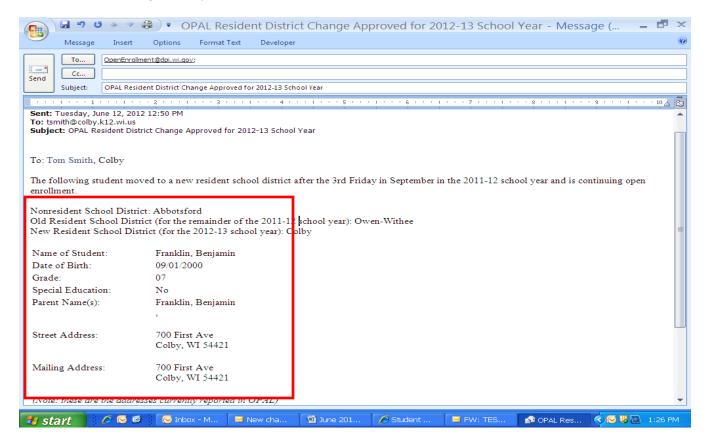
2. Nonresident or "old" resident district enters the name of the "new" resident district for the following school year under the Change Enrollment tab.



- 3. The opposite district ("old" resident or nonresident) approves the proposed changes in the following order:
 - Address change
 - Resident district change



4. An email will be sent to the "new" resident district, notifying the district that it will be the student's resident district in the following school year:



If you have any questions about this document, please contact:

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